



Thank you for considering File Transfer Consulting’s unique **MFTAudit™** service. A Managed File Transfer Audit will help you improve visibility over your data exchanges and understand how industry best practices can be applied to your transmissions operations to save money, improve compliance and extend capabilities.

Please provide short answers to the following questions at least one week before your MFTAudit engagement begins, or contact us and we will walk you through the process over the phone, Skype® or web conference. “Unknown” is an acceptable answer to any question; your FTAudit will help answer these questions.

**START:** What makes you most nervous about your current deployment? What are you most proud of?

**REQUIREMENTS-1:** How many file transfers do you perform every day and how large are those transfers?

**R-2:** How many partners do you regularly exchange data with?

**R-3:** How many different applications emit or consume files exchanged with partners?

**R-4:** How many people (internal and external) exchange files with each other or with internal applications using your file transfer systems?

**R-5:** Do you have existing service level agreements (SLAs) around provisioning, uptime, responses to requests or any other service you provide?

**R-6:** Is data transformation, ETL (DB import/export), WAN optimization, email attachment offloading, document management or EDI data processing important to your operations? *(Please list all that are important.)*

**R-7:** How important are DLP, Antivirus or other data classification and quality measures to your operations?

**R-8:** Which government and industry regulations are you subject to?

**OPERATIONS-1:** Do you have a dedicated transmissions team, individual transmission specialists or is transmissions a part-time concern of one or more people?

**O-2:** How are users and related workflows provisioned today?

**O-3:** Which data exchange software/ vendors do you use today and what is the general role or scope of each?

**O-4:** What infrastructure (people, processes and technology) do you use to monitor key systems today?

**O-5:** Do you have transmission policies and documentation for employees, partners and administrators?

**O-6:** Do you regularly perform access reviews, security scans, regulatory briefings, pruning/purges, scheduled migrations, staff training or similar operational tune-ups?

**STRATEGY-1:** Do you have the metrics to monitor your transmission cost drivers?

**S-2:** Do you regularly perform future state, forecasting, capacity or other strategic planning?

When ready to continue, please contact us via email, phone , Skype or web conference.